

DEPARTMENT OF MENTAL HEALTH & ADDICTION SERVICES

**JOB OPPORTUNITY
DIRECTOR OF NURSING 1**

(Director of Ambulatory Care Services)

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public

Location: Connecticut Valley Hospital ~ Ambulatory Care Services ~ Haviland Hall ~ Middletown, CT

Job Posting No: CV-89421

Hours: 1st Shift ~ Monday through Friday ~ 8:00 a.m. to 4:30 p.m. ~ 40 hours weekly

Salary Range: \$93,896 ~ \$128,027 Annually

Closing Date: May 25, 2015

Duties may include but not limited to: This position is responsible for the administrative supervisory oversight of the Department of Ambulatory Care Services (ACS). The Medical Director of Ambulatory Care Services reports directly to the Director of Ambulatory Care Services. The Director of ACS position involves direct administrative supervision; both individual and group of ACS staff, along with written evaluations and annual performance evaluations, time and attendance monitoring and approvals, done in conjunction with the Medical Director for Ambulatory Care Services and ACS clinical supervisory staff, as applicable. The Director of Ambulatory Care Services is the administrative supervisor for all ACS services with the exception of all non-managerial ACS physicians and ACS APRNs who report both clinically and administratively to the Medical Director of Ambulatory Care Services. The Director of ACS is responsible for the administrative management of contracted services for the ACS Department's assigned services and all associated contract management. The scope of the ACS Department clinical services provided are: primary medical care, pharmacy, dietetics, speech pathology, clinical laboratory, medical imaging and EKG, nephrology, neurology, podiatry, optometry, infection control, physical therapy, dentistry, dialysis and infusion therapy. The administrative oversight and coordination of outside clinical consultations is done in conjunction with the Medical Director of ACS, who is responsible for the clinical oversight. The Director of ACS, in conjunction with the Medical Director of ACS, is responsible for maintaining the administrative functioning of the department and compliance with all regulatory and accrediting bodies. This includes, but is not limited to, daily reporting to the Safety Huddle, reporting to Governing Body and Operations Council, policy development, coordination with nursing leadership, ensuring mandatory training compliance of all staff in the ACS reporting line, etc. The Director of ACS reports directly to the Chief of Professional Services.

Eligibility Requirement: State employees currently holding the above title or those who have previously attained permanent status or candidates who possess the general and special experience and training may apply.

General Experience: Two (2) years of experience in hospital nursing in a managerial or supervisory capacity at or above the level of Supervising Nurse working with the patients/clients serviced by the agency.

Special Requirements: Incumbents in this class must possess and retain a license as a registered professional nurse in Connecticut. Incumbents in this class serving in the capacity of the Nurse Executive are required to possess a master's degree in nursing, social or behavioral science, public health administration, health care administration, hospital administration or a related field.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and an Application for Employment to:

**EMAIL: CVH-RECRUIT@ct.gov
FAX: (860) 262-5055**

**Connecticut Valley Hospital
Office of Human Resources ~ ATTN: Recruitment
P.O. Box 351 ~ Middletown, CT 06457**

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities. MP